

# Porter Street Elementary PAC

## Annual General Meeting - Meeting Minutes for Nov 17, 2021

*We acknowledge that we live, work, and play on the occupied, unceded, and traditional territory of the kʷikʷəłəm (Kwkwetlem), Katzie, Stó:lō (Sto:lo), xʷməθkʷəy̓əm (Musqueam), seɬlʷitulh (Tseil Waututh), Qayqayt (Kay-Kite), and skwxwú7mesh (Squamish) Coast Salish peoples.*

### Location: ZOOM MEETING

### Attendees (15)

Ashif Jiwa, Principal; Nicole Marcelin, PAC Chair; Paraskevi Tsahtsiris, PAC Co-Treasurer; Joe O'Reilly, DPAC co-Rep, Elisheba Muturi - DPAC co-Rep; Victoria Nalugwa; Brian Burnell

Absent with apologies: Tanja - PAC Co-Treasurer; Jenn Faccin PAC Secretary; Claire McCrea, Fundraising Coordinator

### Quorum is met

### Introduction

**1.0 Commence meeting:** Nicole called the meeting to order at 6:33pm.

- a. Indigenous land acknowledgement.
- b. Welcome and introductions of executive members.

**2.0 Adopt previous minutes** – Sept 28 2021

- a. Nicole motioned to adopt previous minutes, Elisheba seconded. Previous minutes are adopted.

**3.0 Additions to agenda**

- a. No additions to the meeting.

### Business Arising

**4.0 Principal's Report**

**5.0 Ongoing and Upcoming Events, Projects, and Updates:**

- a. **Holiday Hip-Hop!**
- b. **Fruit/Veg Program**
- c. **Hot Lunch Program**
  - i. May be happening in January. Tiffany has reached out to Lunch Lady. Have we considered MunchaLunch? It generates more revenue for the school than Lunch Lady but is much more work to run. Lunch Lady is able to drop the food off at Porter but orders need to be delivered to the class room. Joe has food-safe certification and can coordinate with Tiffany and Grade 5 helpers
    1. **Action:** Claire will follow-up and report back
- d. **Crosswalk Flag Program** – This has now been installed, thanks to Danielle

# Porter Street Elementary PAC

## Annual General Meeting - Meeting Minutes for Nov 17, 2021

### 5.0 Ongoing and Upcoming Events, Projects, and Updates cont'd

#### e. Fundraising

- i. **Truffle Pig fundraiser:** organized by Claire raised \$832 for the school. We're looking to organize another holiday fundraiser after the family donation closes on Dec 3; open to additional ideas.
- ii. **Ongoing fundraisers:** Mabel's Labels & Return-it. Information about these and directions is available on our website [www.PSPAC.com](http://www.PSPAC.com) or contact PAC for more information.
  1. **Action:** Mr Jiwa to send out an email about these to the school community.
- iii. **Family Donations:** currently at about \$2000, last year about \$4,000 was raised.
  1. The PAC usually budgets for about \$3500-4000 which goes to towards various items. Previously funded projects include technology (\$9000), basketball court, playground addition, events such as holiday hip hop etc. Parents are welcome to suggest additional ideas
  2. DPAC's recommended practice is that schools identify projects that need funding and inform parents about how the funds are used for accountability. It's important to acknowledge the parents for their donations
    - a. **Action:** Mr Jiwa will be sure to thank parents and acknowledge how the funds are being used.

#### f. Emergency Preparedness Bin 8'x10'

#### g. Family Engagement

- i. At the PAC's request, Mr Jiwa will provide the emails of parents who have opted to receive PAC communications in a spreadsheet.
- ii. A volunteer to compile updates and manage parent communications is needed. An email will need to be set up for this and frequency of communication determined. The goal is to streamline communications on a regular basis, such as monthly rather than ad-hoc.
- iii. Key protocols: bcc to protect parents' email, cc the school, and send emails via the school for key announcements that need to reach all the parents.

### 6.0 DPAC Report:

#### a. Superintendent's Report: "Framework for Enhancing Student Learning"

The purpose for the School District No. 43 (Coquitlam) [Framework for Enhancing Student Learning](#) is to engage learning communities in an authentic and collaborative dialogue to enhance learning for every learner. Areas of Emphasis:

- Quality school-based dialogue
- Partner involvement and role clarity
- Dialogue using existing structures
- Meaningful information about student learning

# Porter Street Elementary PAC

## Annual General Meeting - Meeting Minutes for Nov 17, 2021

### 6.0 DPAC Report cont'd

#### b. [Action Plan for Learning \(APL\)](#) Document Template Update

APLs are created at the school level and the current template was launched this year. It's on the school's website under the heading About and then click APL.

Under the APL, every school is to select 3 goals under intellectual development, social development and equity. Porter's goals in the three areas are:

- Intellectual development: Math/numeracy (this was identified as an area of need and resources made available)
- Social development: social regulation
- Equity with indigenous focus: to be determined.

#### c. **COVID Update** - Mask Mandatory has reduced transmission, individual school districts can choose to mandate vaccines Vancouver and Surrey haven't passed vaccine mandates and Coquitlam is unlikely to. 90% of teachers are likely vaccinated

#### d. **Prepping for post-secondary:**

There are three program entry processes:

- Competitive Admission– 500 applications for 80 seats e.g. Nursing program
- Limited Admission – first qualified gets accepted and it's a competitive process
- Open Admission – minimal requirements and it's a non-competitive process

It's never too late to apply for post-secondary education, but the earlier the better!

One third of the Post-Secondary BC website <http://www.postsecondarybc.ca> is for the parents.

Parents can email any questions they might have to [info@postsecondarybc.ca](mailto:info@postsecondarybc.ca)

#### e. **Canadian Parents for French (CPF)** is looking for fresh faces to join their organization. If you would like more information about this organization, please go to the CPF website [www.cpf.ca](http://www.cpf.ca) or contact Marvin at [president@dpac43.ca](mailto:president@dpac43.ca)

#### f. **Next DPAC meeting on Nov 24th, 7:00 pm**

Featuring FamilySmart "In the Know" Presentation which supports families of children and youth with mental health and/or substance use challenges.

- i. **Action:** Mr Jiwa offered to send out an email to the parent community about the session.

**Porter Street Elementary PAC  
Annual General Meeting - Meeting Minutes for Nov 17, 2021**

**7.0 Treasurer's Report: (8:30)**

- a. Current Standing
  - i. Chequing: \$13,656.33
  - ii. Savings: \$6,319.50
  - iii. Gaming Account: \$17,946.78 (contains Gaming Funds made available through the BC Lottery Corporation once the PAC applies and is based on the number of students)
  - iv. Account total: \$37,919.61

**8.0 Additional Items:**

- a. Parents are encouraged to browse the [Porter PAC site](#) as it has lots of useful resources.
- b. Tuesdays seem better for meetings, given the turn-out on Wednesday.
- c. Next Meeting planned for Tuesday January 18, 2022 @6:30pm

**9.0 Adjourn Meeting: (7:33pm)**

- a. Nicole motioned to adjourn the meeting, Vivi seconded. Meeting is adjourned.